

# Legislative Oversight

## MISSION STATEMENT

The mission of the Office of Legislative Oversight is to determine the effectiveness of legislation enacted by the County Council and to make findings and recommendations concerning the performance, management, and operation of programs and functions for which funds are appropriated or approved by the Council.

## BUDGET OVERVIEW

The total recommended FY06 Operating Budget for the Office of Legislative Oversight is \$975,500, an increase of \$245,190 or 33.6 percent from the FY05 Approved Budget of \$730,310. Personnel Costs comprise 93.7 percent of the budget for ten full-time positions for 9.8 workyears. Operating Expenses account for the remaining 6.3 percent of the FY06 budget.

The addition of two staff positions is to implement a Council initiative related to enhanced budget and performance review.

## PROGRAM CONTACTS

Contact Karen Orlansky of the Office of Legislative Oversight at 240.777.7990 or Belinda M. Bunggay of the Office of Management and Budget at 240.777.2794 for more information regarding this department's operating budget.

## PROGRAM DESCRIPTIONS

### Legislative Oversight

The Office of Legislative Oversight (OLO) conducts program evaluations, audits, investigations, and other special studies in accordance with a Council-approved work program. OLO studies the effectiveness of legislation enacted by the Council and makes findings and recommendations concerning the performance, management, and operation of programs and functions for which funds are approved or appropriated by the Council. OLO also administers the Council's contract for the annual financial audit.

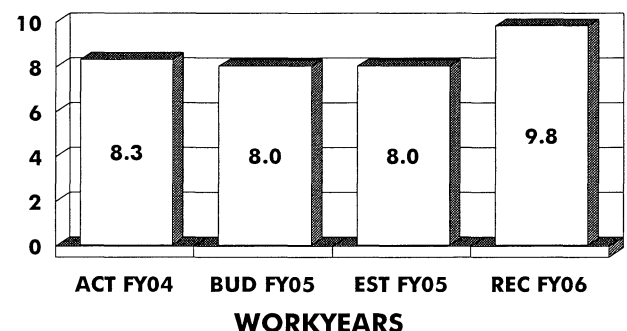
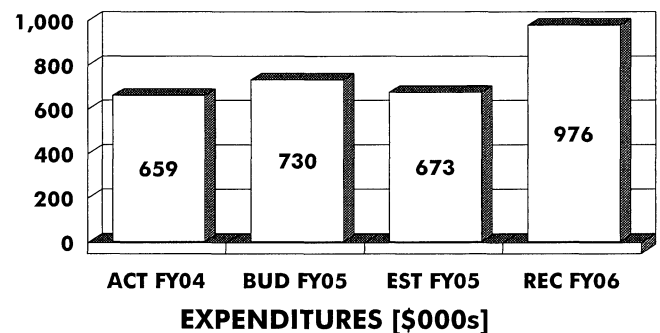
### FY06 Recommended Changes

	Expenditures	WYs
FY05 Approved	730,310	8.0
FY06 CE Recommended	975,500	9.8

## Program Summary

	Expenditures	WYs
Legislative Oversight	975,500	9.8
<b>Totals</b>	<b>975,500</b>	<b>9.8</b>

## Trends



## BUDGET SUMMARY

	Actual FY04	Budget FY05	Estimated FY05	Recommended FY06	% Chg Bud/Rec
<b>COUNTY GENERAL FUND</b>					
<b>EXPENDITURES</b>					
Salaries and Wages	498,934	534,440	495,170	715,960	34.0%
Employee Benefits	132,297	150,820	142,760	197,930	31.2%
<b>County General Fund Personnel Costs</b>	<b>631,231</b>	<b>685,260</b>	<b>637,930</b>	<b>913,890</b>	<b>33.4%</b>
Operating Expenses	27,748	45,050	34,920	61,610	36.8%
Capital Outlay	0	0	0	0	—
<b>County General Fund Expenditures</b>	<b>658,979</b>	<b>730,310</b>	<b>672,850</b>	<b>975,500</b>	<b>33.6%</b>
<b>PERSONNEL</b>					
Full-Time	8	7	7	10	42.9%
Part-Time	0	1	1	0	—
Workyears	8.3	8.0	8.0	9.8	22.5%

## FY06 RECOMMENDED CHANGES CROSSWALK

	Expenditures	WYs
<b>COUNTY GENERAL FUND</b>		
<b>FY05 ORIGINAL APPROPRIATION</b>	<b>730,310</b>	<b>8.0</b>
<b><u>Other Adjustments (with no service impacts)</u></b>		
Increase Cost: Base Budget Review Staff - Manager II	124,340	1.0
Increase Cost: Base Budget Review Staff - Legislative Analyst II	65,470	0.7
Increase Cost: FY06 Compensation	22,790	0.0
Increase Cost: Convert Administrative position from part-time to full-time position	8,630	0.1
Increase Cost: FY06 Retirement Rate Adjustments	7,380	0.0
Increase Cost: Annualization of FY05 Personnel Costs	5,440	0.0
Increase Cost: Increased Printing Costs	5,000	0.0
Increase Cost: Performance-based salary adjustments	4,010	0.0
Increase Cost: Records Management	760	0.0
Increase Cost: Increased Tuition and Training Costs	600	0.0
Increase Cost: FY06 Group Insurance Rate Adjustments	570	0.0
Increase Cost: Increased Postage Costs	300	0.0
Decrease Cost: Reduce funding for professional memberships	-100	0.0
<b>FY06 RECOMMENDATION:</b>	<b>975,500</b>	<b>9.8</b>

## FUTURE FISCAL IMPACTS

Title	CE REC. FY06	FY07	FY08	(\$000's) FY09	FY10	FY11
This table is intended to present significant future fiscal impacts of the department's programs.						
<b>COUNTY GENERAL FUND</b>						
<b>Expenditures</b>						
<b>FY06 Recommended</b>	<b>976</b>	<b>976</b>	<b>976</b>	<b>976</b>	<b>976</b>	<b>976</b>
No inflation or compensation change is included in outyear projections.						
<b>Annualization of Positions Recommended in FY06</b>	<b>0</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
New positions in the FY06 budget are generally assumed to be filled at least two months after the fiscal year begins. Therefore, the above amounts reflect annualization of these positions in the outyears.						
<b>Labor Contracts</b>	<b>0</b>	<b>31</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>
These figures represent the annualization of FY06 increments, general wage adjustments, and associated benefits. Estimated compensation (e.g., general wage adjustment and service increments) for personnel are included for FY07 and beyond.						
<b>Subtotal Expenditures</b>	<b>976</b>	<b>1,027</b>	<b>1,033</b>	<b>1,033</b>	<b>1,033</b>	<b>1,033</b>

## LEGISLATIVE OVERSIGHT

<b>PROGRAM:</b> Legislative Oversight	<b>PROGRAM ELEMENT:</b>				
<b>PROGRAM MISSION:</b> To assist the County Council in performing its legislative oversight function by providing accurate information, unbiased analysis, and independent recommendations					
<b>COMMUNITY OUTCOMES SUPPORTED:</b> <ul style="list-style-type: none"><li>• Enhance County Council decisionmaking on budget, legislative, and other policy matters</li><li>• Ensure high-value services for tax dollars</li><li>• Increase public awareness and confidence in the Council's deliberations and in agency operations</li></ul>					
<b>PROGRAM MEASURES</b>	<b>FY02 ACTUAL</b>	<b>FY03 ACTUAL</b>	<b>FY04 ACTUAL</b>	<b>FY05 BUDGET</b>	<b>FY06 CE REC</b>
<b>Outcomes/Results:</b>					
<b>Service Quality:</b>					
Percentage of individuals reporting satisfaction with the quality of Office of Legislative Oversight (OLO) reports	93	89	98	95	95
Percentage of individuals reporting satisfaction with their working relationship with OLO staff	98	100	98	95	95
Percentage of new Work Program projects completed within one month of initial target date <sup>a</sup>	83	75	88	90	90
<b>Efficiency:</b>					
Cost per final report submitted (\$000) <sup>b</sup>	49	55	61	73	81
Percentage of staff time spent on Work Program assignments	84	86	90	85	90
<b>Workload/Outputs:</b>					
Number of final reports submitted to Council	12	12	11	10	12
Number of Council/Committee worksessions staffed	NA	NA	18	24	24
<b>Inputs:</b>					
Expenditures, excluding independent audit (\$000)	582	655	673	730	976
Independent audit contract (\$000)	323	294	296	290	313
Workyears	8.0	8.0	8.3	8.0	9.8
<b>Notes:</b> <sup>a</sup> OLO identifies target completion dates when the Council adopts the annual OLO Work Program. The target is an estimate based on information available at the beginning of the fiscal year. A number of outside factors affect project completion dates, such as other OLO projects or priorities and cooperation from other agencies and jurisdictions. <sup>b</sup> These figures include all OLO personnel and operating expenditures, excluding the independent audit contract. The cost per final report submitted varies significantly from year to year, depending on the number and complexity of the projects assigned.					
<b>EXPLANATION:</b> OLO completed 11 projects during FY04. Topics OLO studied during FY04 included pre-employment background check practices across County agencies; an evaluation of the Bethesda Urban Partnership; the system for inspection, maintenance, and repair of Fire and Rescue Service vehicles; long-range and strategic plans developed by County Government Departments; the governance structure of Fire and Rescue Services in neighboring counties; Montgomery County Public Schools' spending on special education services; the County Government's capacity and future plans for ensuring access for Limited English Proficient persons to local government services; and the County's efforts to increase recycling in the non-residential sector. OLO also managed the audits of the County Government and the Volunteer Fire and Rescue Corporations financial statements, including managing the process to select outside auditors for the next four year audit engagement.  The latest member performance survey from the National Association of Local Government Auditors (NALGA) provides data for comparison with OLO. The NALGA survey* found that respondents spent 74% of available time on direct audit tasks, completed 64% of engagements or projects by the target completion date, and had a cost per audit hour of \$44 in FY02. For comparison, in FY04 OLO spent 90% of available time on Work Program assignments, completed 88% of assignments within one month of the target completion date, and had a cost per project hour of \$43.  <small>*National Association of Local Government Auditors, "Report on NALGA's Benchmarking and Best Practices Survey for Fiscal Year 2002," October 2002.</small>					
<b>PROGRAM PARTNERS IN SUPPORT OF OUTCOMES:</b> County Council and staff, County Government, Maryland-National Capital Park and Planning Commission, Montgomery College, Montgomery County Public Schools, Washington Suburban Sanitary Commission, other jurisdictions, consultants.					
<b>MAJOR RELATED PLANS AND GUIDELINES:</b> Chapter 29A Montgomery County Code; Council Resolution 14-965, FY02 Work Program for OLO; Council Resolution 14-1395, FY03 Work Program for OLO; Council Resolution 15-281, FY04 Work Program for OLO; Council Resolution 15-710, FY05 Work Program for OLO.					